

**AMENDMENTS TO THE SPECIFICATION:**

Please replace the paragraph beginning on page 7 at line 9 with the following amended paragraph.

In yet another embodiment **610**, predetermined sub-section delimiter symbols are added to a document prior to scanning in a demarcation symbol addition procedure **614**. For example, stickers containing pre-defined machine readable symbols, such as bar codes or data glyphs, are added to a paper version of a document prior to document scanning. Alternatively, the demarcation symbols are added electronically, for example, when the document is first created. In a sub-section delimiter-searching procedure **618**, information regarding each portion of the document that contains a demarcation symbol is recorded. In some embodiments, just page numbers are recorded. In other embodiments, text at a predetermined position relative to the symbol is recorded. In the latter case, the text is used as a sub-section title at index-creating **226**. In the former case, an operator may be asked to manually enter, or select, (as described above) sub-section title information during index-creation **226**.